

**New Jersey Department of Health and Senior Services
Vital Statistics and Registration
P. O. Box 370
Trenton, NJ 08625-0370**

**GUIDELINES FOR
CERTIFICATE OF BIRTH RESULTING IN STILLBIRTH**

General Information:

The application form to obtain a certified copy of a Certificate of Birth Resulting in Stillbirth (REG-68) can be obtained from the New Jersey Department of Health and Senior Services at the following web site address by scrolling down to the REG-68 form in the alphabetical listing:

<http://www.state.nj.us/health/forms>

The form is available in both Microsoft Word or PDF formats.

The fee for a certified copy is \$4.00 for the first copy and \$2.00 for each additional copy ordered at the same time. Payment must accompany the application form and should be made payable to the: "State Registrar."

Completed applications should be mailed by the licensed health care professional to the address listed above. Please allow 4 to 6 weeks for processing of your request.

Records corresponding to births resulting in stillbirth are available from the period 1969 to present. Those events which occurred prior to 1969 were not reported and as such certificates for those events cannot be issued.

If the record on file indicates that no name was given, the certificate will be listed in the same manner. Parents who wish to amend the record to add a name may do so by filing a Correction to an Original Birth, Marriage or Death Certificate form (REG-34) with the New Jersey State Registrar's Office. Copies of the REG-34 form may be obtained from the Local Registrar of Vital Statistics in your New Jersey municipality or from the New Jersey State Registrar's Office.

A birth resulting in stillbirth that occurred in the State of New Jersey but has not been registered within one year after the date of delivery may be placed on file and registered as a delayed report by providing documentation of the stillbirth. A request to place a delayed report of stillbirth on file, along with documentation supporting the stillbirth event should be sent to the Correction Unit at the above address.

Questions regarding the completion and submission of the request form can be directed to the Birth Unit within the State Registrar's Office by calling (609) 292-4087 and selecting extension 531.

Instructions on Completing the Application Form:

Instructions to Parents:

Complete the information contained in Section 1 in its entirety. Provide your complete names as were record at the time of the stillbirth, your current telephone number and current mailing address. Please sign and date the form.

Provide the information requested on the application. List the name, if given, or check the box indicating "Name Not Given." Indicate the City, Town or Municipality in which the delivery took place. If known, please report the County in which the event occurred. Please report the Date of Delivery and if possible the

name of the hospital or facility at which the delivery occurred. Please provide the full Maiden Name of the Birth Mother and if recorded on the record, the name of the Other Parent.

Present the completed form and the required payment to a Licensed Health Care Professional for submission to the State Registrar as required by law. Parents may not submit the request directly to the State Registrar, without having the Licensed Health Care Professional complete Section 2. Requests not signed by a Licensed Health Care Professional will be returned to the parents, without being processed.

The Licensed Health Care Professional does not need to be specifically licensed by the State of New Jersey, as long as that individual is indeed a Licensed Health Care Professional. The Licensed Health Care Professional does not have to be the individual who performed the delivery. You may request that your family physician, a registered professional nurse, a bereavement counselor or a clinical psychologist submit the form.

Instructions to Licensed Health Care Professionals:

Submission of the REG-68 “Application for a Certified Copy of a Certificate of Birth Resulting in Stillbirth” must be made to the State Registrar’s Office via a licensed health care profession. The licensed health care professional does not need to be licensed specifically by the State of New Jersey but must be licensed by their appropriate authority.

The licensed health care professional is not attesting to the information provided by the parents nor is there a need to have been involved in the delivery. The licensed health care professional is only serving as the medium through which the parents must submit the form to the State Registrar’s Office.

Instructions to Local Registrars of Vital Statistics:

Local Registrars are **NOT** permitted to issue Certificates of Birth Resulting in Stillbirth, these documents shall be issued from the State Registrar’s Office only. The Local Registrar will receive a copy of the Certificate of Birth Resulting in Stillbirth when it has been issued from the State Registrar’s Office.

Certified copies cannot be issued from the local registrar’s copy.

The Local Registrar of Vital Statistics should accept (REG-34) “Correction to an Original Birth, Marriage or Death Certificate” forms to amend the original Fetal Death Certificate, should the parents choose to add a name on a record where there previously was none.